2018 Workforce Housing Program
Monitoring Report

Name of Project: The Reserve at Becks Pond
10 McFarland Road
Newark, Delaware

Description of Location: Council District 11. The Reserve at Becks Pond is located
on Salem Church Road close to the intersection of Salem Church Road and Route 40. The property is located within
the Christina School District. There is no current DART
bus route serving this apartment complex. However,
DART bus routes 40, 41 and 64 service the Route 40
corridor, which is ½ mile away from the site.

Property Owner: Capano Management, Inc.
105 Foulk Road
Wilmington, DE 19803

| Number of Units Approved: | 240 |
| Number of Units Completed: | 240 |
| Percentage of Total Units Completed: | 100% |
| Number of Workforce Housing Units Required: | 48 |
| Number of Workforce Housing Units Rented: | 38 |
| Percentage of WFH Units: | 79.2% |

Narrative:
On May 21, 2018, Tasheena Friend and Stephanie Rizzo, from the Department of Community
Services, performed the annual monitoring inspection along with Christina Patrick, Capano
Management. There was a brief meeting in Christina’s office prior to inspections. We compared
tenant and lease information for the Workforce Housing apartments and made any corrections.

Ms. Patrick accompanied Tasheena Friend and Stephanie Rizzo on the inspection and provided
access to the requested apartments. Each building has a secured key pad entry and an elevator.
Each unit has a stacked washer/dryer, walk-in closet and bathroom for each bedroom, and a
porch/balcony. On-site amenities include fitness club, pool, and club house. Garages are
available for rent at an additional cost of $125 per month.

The tenants’ information was verified by photo ID or mail. The tenants present for the
inspections did not express any disappointment with the program. It was noted that a tenant was
qualified as MODERATE (less than 120% Area Median Income), however, upon inspection, she
did not realize she was a part of the program.
The units inspected are listed below:

<table>
<thead>
<tr>
<th>Inspected Unit #</th>
<th>AMI</th>
<th>Bedroom Size</th>
<th>Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>109</td>
<td>Less than 80%</td>
<td>2 BR</td>
<td>$1,325</td>
</tr>
<tr>
<td>140</td>
<td>Less than 120%</td>
<td>2 BR</td>
<td>$1,400</td>
</tr>
<tr>
<td>203</td>
<td>Less than 120%</td>
<td>2 BR</td>
<td>$1,350</td>
</tr>
<tr>
<td>215</td>
<td>Less than 80%</td>
<td>2 BR</td>
<td>$1,292</td>
</tr>
<tr>
<td>321</td>
<td>Less than 120%</td>
<td>2 BR</td>
<td>$1,311</td>
</tr>
<tr>
<td>341</td>
<td>Less than 120%</td>
<td>2 BR</td>
<td>$1,340</td>
</tr>
<tr>
<td>408</td>
<td>Less than 80%</td>
<td>1 BR</td>
<td>$1,111</td>
</tr>
<tr>
<td>423</td>
<td>Less than 80%</td>
<td>2 BR</td>
<td>$1,287</td>
</tr>
<tr>
<td>512</td>
<td>Less than 80%</td>
<td>1 BR</td>
<td>$1,205</td>
</tr>
<tr>
<td>542</td>
<td>Less than 80%</td>
<td>2 BR</td>
<td>$1,360</td>
</tr>
</tbody>
</table>

Key Notes/Recommendation

This is the second year Reserve at Becks Pond has been at less than 100% capacity. The Master Workforce Housing Agreement states the developer shall re-let the Rental Unit within a commercially reasonable period of time to an Eligible Tenant. Management is providing applications to fulfill their quota, but some Workforce Housing tenants are also moving out. They have people on their waiting list to move in case of vacancy. Some of those people may or may not qualify for Workforce Housing. It is a gray area, but management is showing attempt to comply with Agreement.

It was learned that Reserve at Becks Pond will ask potential tenants to apply for Workforce Housing. If the tenant income qualifies as “low,” they receive a discount on the rent because the Maximum Rent for the apartment according to bedroom size is less than market rate. However, if they income qualify as “moderate,” no discount is given. They still count as “moderate” in our program, but no incentive is received by the tenant.

Current Maximum Affordable Rent Chart is attached.

Completed by:  
Stephanie Rizzo, Assistant Community Services Administrator  
Date: 12/11/18

Reviewed and approved by:  
Marcus Henry, General Manager  
Date: 12/12/18
Photos of Reserve at Becks Pond

Neighborhood Entrance

Clubhouse

Fitness Center

Recreation Area

Pool Area

Garages for Additional Rent

2018 Reserve at Becks Pond Monitoring Report
Floor Plans:

1 Bedroom • 829 Sq. Ft.

RELAX
15' - 9" x 19' - 8"

PORCH/BALCONY
7' - 0" x 9' - 10"

DREAM
14' - 2" x 13' - 10"

WALK IN CLOSET
4' - 11" x 10' - 8"

ARRIVE
LINEN

CLOSET

COOK
11' - 1" x 10' - 4"

MECH.
WH

HVAC
3 Bedroom • 1,362 Sq. Ft.

DREAM 2
12'-9" x 13'-2"

DREAM 3
12'-9" x 13'-2"

RELAX
15'-11" x 21'-10"

DREAM 1
13'-10" x 14'-0"

PORCH/BALCONY
8'-0" x 9'-8"

LINEN
CLEAN

ARRIVE
CLOSET
CLOSET

COOK
10'-0" x 11'-1"

WALK IN CLOSET
5'-1" x 9'-8"

HVAC
MECH.
WH

2018 Reserve at Becks Pond Monitoring Report
# THE RESERVE AT BECKS POND

## Affordable Rent Chart

**Effective July 1, 2018**

<table>
<thead>
<tr>
<th>Income Level</th>
<th>20%</th>
<th>50%</th>
<th>80%</th>
<th>50%</th>
<th>80%</th>
<th>80%</th>
<th>120%</th>
<th>120%</th>
<th>120%</th>
<th>120%</th>
<th>120%</th>
<th>120%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Studio</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Household Size</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>Annual Income</td>
<td>$48,950.00</td>
<td>$55,950.00</td>
<td>$62,950.00</td>
<td>$69,950.00</td>
<td>$76,950.00</td>
<td>$83,950.00</td>
<td>$90,950.00</td>
<td>$97,950.00</td>
<td>$104,950.00</td>
<td>$111,950.00</td>
<td>$118,950.00</td>
<td>$125,950.00</td>
</tr>
<tr>
<td>Annual Income/$250%</td>
<td>$1,323.75</td>
<td>$1,298.75</td>
<td>$1,273.75</td>
<td>$1,248.75</td>
<td>$1,223.75</td>
<td>$1,198.75</td>
<td>$1,173.75</td>
<td>$1,148.75</td>
<td>$1,123.75</td>
<td>$1,098.75</td>
<td>$1,073.75</td>
<td>$1,048.75</td>
</tr>
<tr>
<td>Affordable Rent Rounded Down to Nearest $10</td>
<td>$1,220.00</td>
<td>$1,300.00</td>
<td>$1,380.00</td>
<td>$1,460.00</td>
<td>$1,540.00</td>
<td>$1,620.00</td>
<td>$1,700.00</td>
<td>$1,780.00</td>
<td>$1,860.00</td>
<td>$1,940.00</td>
<td>$2,020.00</td>
<td>$2,100.00</td>
</tr>
</tbody>
</table>

**ALLOCATION FOR TENANT FURNISHED UTILITY AND OTHER SERVICES IS NOT REFLECTED IN ABOVE AMOUNTS.**

THE CHART WILL BE COMPLETED FOR EACH UNIT BASED ON UNIT SIZE, TYPE AND UTILITIES AND SERVICES NOT PROVIDED BY LANDLORD.

Please contact New Castle County Department of Community Services for determination of utility allowance for each unit.

---

### Affordable Rent Chart for: The Reserve at Becks Pond

Approved by: [Signature]

Date: 7/17/18

---

Allowance for Tenant Furnished Utilities & Other Services calculated by HAPPY Software for New Castle County Department of Community Services on an annual basis, effective July 1st each year. Rents Rounded Down to Nearest $10. Allowance for Sewer Service Charge is determined by New Castle County based upon prior year average sewer service charge for New Castle County.

### TENANT PAID UTILITIES

<table>
<thead>
<tr>
<th>Tenant Paid Utilities</th>
<th>Studio</th>
<th>1 BR</th>
<th>2 BR</th>
<th>3 BR</th>
<th>4 BR</th>
<th>5 BR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heating - Natural Gas</td>
<td>$34.00</td>
<td>$41.00</td>
<td>$50.00</td>
<td>$34.00</td>
<td>$41.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Gasoline - Electric</td>
<td>$10.00</td>
<td>$14.00</td>
<td>$17.00</td>
<td>$10.00</td>
<td>$14.00</td>
<td>$17.00</td>
</tr>
<tr>
<td>Other Electricity</td>
<td>$35.00</td>
<td>$42.00</td>
<td>$50.00</td>
<td>$35.00</td>
<td>$42.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Air Conditioning</td>
<td>$10.00</td>
<td>$13.00</td>
<td>$16.00</td>
<td>$10.00</td>
<td>$13.00</td>
<td>$16.00</td>
</tr>
<tr>
<td>Water Heating - Electric</td>
<td>$14.00</td>
<td>$18.00</td>
<td>$23.00</td>
<td>$14.00</td>
<td>$18.00</td>
<td>$23.00</td>
</tr>
<tr>
<td>Water</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Sewer</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Trash Collection</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Range/Microwave</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Refrigerator</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Other - Specify</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Total Tenant Paid Utilities</td>
<td>$103.00</td>
<td>$133.00</td>
<td>$164.00</td>
<td>$103.00</td>
<td>$133.00</td>
<td>$164.00</td>
</tr>
<tr>
<td>30% Affordability Level</td>
<td>$1,390.00</td>
<td>$1,970.00</td>
<td>$2,740.00</td>
<td>$1,290.00</td>
<td>$1,740.00</td>
<td>$2,530.00</td>
</tr>
<tr>
<td>Maximum Amount (after deduction of tenant paid items)</td>
<td>$1,287.00</td>
<td>$1,427.00</td>
<td>$1,576.00</td>
<td>$1,187.00</td>
<td>$1,227.00</td>
<td>$1,266.00</td>
</tr>
<tr>
<td><strong>MAXIMUM RENT Rounded Down to Nearest $10</strong></td>
<td>$1,280.00</td>
<td>$1,430.00</td>
<td>$1,570.00</td>
<td>$1,990.00</td>
<td>$2,220.00</td>
<td>$2,460.00</td>
</tr>
</tbody>
</table>